

How to Earn BenePoints



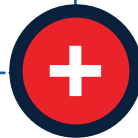
All Employees & Covered Spouses/Partners

Submission Deadline: **December 1, 2024**

To earn BenePoints Credits in 2025, you must complete **BOTH** action items below by December 1, 2024:



Annual physical or GYN wellness visit



Biometric screening (fasting recommended)



Completing your annual physical or GYN wellness visit

Either an annual physical or an annual OB/GYN wellness visit (for women) will count to receive BenePoints credits*. **To receive the credit, you must self-report your visit OR have your physician complete the annual physical form and return it to HealthAdvocate.** Follow the instructions below to self-report or locate the form.

Completing your biometrics

You have the option to complete your biometrics at a LabCorp location (recommended) or at your doctor's office. Follow the instructions below to get started. **Note that covered spouses/partners must log in to HealthAdvocate with their own credentials to obtain the LabCorp voucher – they cannot use the employee's account.**

To self-report or access the Annual Physical Form

- Visit www.healthadvocate.com and click on **Member Login**. If prompted, enter Conner Strong & Buckelew as your employer and then follow the steps to log in.
- Click on **Well-Being** in the top right corner and then select **Rewards** under "Explore Additional Resources".
- Select the **2024 Conner Strong Wellness Program** tab.

Option 1 - Self-Report: Scroll down to the "Annual Physical Exam" box under "Healthy Actions". Click **Go to Annual Physical Exam**. Follow the prompts to self-report and then click **Finish**. **You will be asked to upload proof of completion.**



Option 2 - Physician Form: Scroll to the bottom of the first box on the page. Click on **2024 BenePoints Annual Physical Form**. Print the form and take it with you to your appointment. **The form must be completed by your doctor and either faxed or emailed to Health Advocate by the doctor's office*.**

Accessing the LabCorp Voucher or Physician Form

- Visit www.healthadvocate.com and click on **Member Login**. If prompted, enter Conner Strong & Buckelew as your employer and then follow the steps to log in.
- Click on **Well-Being** in the top right corner and then select **Well-Being Center** under "Explore Additional Resources".
- Select **Biometrics** from the menu on the left-hand side.

From here, you can download a LabCorp voucher (**recommended**) or physician form for biometrics done in your doctor's office. **The physician form must be completed by your doctor and either faxed or emailed to HealthAdvocate by the doctor's office**.**



* Those being treated by a cardiologist, endocrinologist, or oncologist may count their annual visit with that specialist as completion of their annual physical requirement.

** Any fees incurred when requesting the doctor's office to complete and submit the physical and biometric forms to HealthAdvocate are the responsibility of the employee.